



**Leicestershire and Rutland LSCB
Board meeting
The Brite Centre, Braunstone, Leicester LE3 1LE
Wednesday 18 May 2011
2.00 pm – 4.00 pm**

PRESENT

Mary Robertson LSCB, Independent Chair

Health Community

Adrian Spanswick	NHS Leicester City
Carole Ribbins	Director of Nursing, UHL
Jackie Ardley	Leicester Partnership Trust
Louise De Groot	EMAS
Pamela Palmer	Head of Safeguarding, NHS LCR
Sharon Robson	NHS Leicestershire County and Rutland
Dr Sudhir Sethi	Designated Doctor for Child Protection, Specialist Health Services

Leicestershire Constabulary

Peter Jackson Detective Chief Inspector, Crime Support

Leicestershire County Council

Chris Nerini	Head of Safeguarding
Gareth Williams	Director of Children's Services
Jane Sharp	Primary Schools Headteacher Representative
Lauren Haslam	Assistant Head of Legal Services
Sue Disley	Assistant Director, Adults & Communities
Walter McCulloch	Assistant Director, Specialist Services, CYPS
Wendy Poynton	Head of Youth Offending Service

Rutland County Council

Carol Chambers	Strategic Director, Services for People
Jill Haigh	Head of Service: Stronger Communities, Services for People

Other Agencies

Andrew Flack	Independent Reviewer
Rosemary Beard	Chief Executive, Connexions Leicestershire
Simon James	HBBC representing Leicestershire District Councils.
Howard Robinson	Leicester Fire & Rescue Service
Jason Dent	Representing CAFCASS
Wendy Brickett	Voluntary Action Leicester
Rama Ramakrishnan	NSPCC

Officers in Attendance

Chris Tew

Jane Phillips

Lisa Hydes

Sue North

LSCB Board Manager

Practice & Performance Review Officer

CDOP Review Manager

Training Co-Ordinator

Minutes

Chrissie Stallibrass

LSCB Administration

1. **Welcome and Introductions**

Action by

All members were welcomed to today's meeting, and introductions were made around the table. Mary welcomed members attending for the first time.

Apologies for Absence

Apologies for absence were received from:

Colin Pinfold
Frances Craven
Cllr Ivan Ould
Sharon Milner
Steven Attwood
Sue Foreman

Wendy Poynton expected to arrive by 3pm

2. **Declarations on Interest**

Chris Tew declared an interest for LSCB staff for items relating to LSCB / SAB Office Merger Progress Report and Merger of the SAB & LSCB - SEG Sub Groups.

Lisa Hydes declared an interest in the CDOP Review Update.

3. **Minutes of the previous meeting of 16th March 2011 and matters arising**

The Minutes of the previous meeting of 16th March 2011 were approved as a true and accurate record.

Matters arising: None

4. **LSCB Review Position Statement**

Andrew Flack verbally presented his report to the Board. Copies of the report had been tabled. Thanks were given to the LSCB Business Office, particularly Sue Hughes, for arranging the interviews in such a short timeframe, and also to the members for making their time available for meetings.

The issues raised include:-

- Varying perspectives on the themes.
- The size of the Board membership.
- The larger representation of the Local Authorities, particularly Leicestershire, with other big players including Health and the Police.
- All partners should have a part to play in the smooth running of the LSCB.
- Recognising the perception of the role of the LA's as either dominant or inevitable.
- Be clear who the business unit works for.

The report questioned how far accountability to the Chair is established and stated that accountability for and to Board Members in this relationship is not yet fully established. All feel more accountability to their own agency than the Board.

Overall it is felt that challenge is welcomed

Plans and priorities in the last year have been taken up with establishing structure after disaggregation, training and SCRs. It was felt this took too long and detracted from the wider safeguarding agenda. However there is now a much better foundation for the coming year, and members should stick to and focus on these priorities, unless the Board agrees a change of focus.

(Wendy Poynton arrived 2.20pm)

Regarding Performance Monitoring, the question of impact should be firmly lodged in any work undertaken, with increasing focus on what makes a difference to outcomes. Robust monitoring should take place, to ensure what difference has actually been made.

There was a suggestion that Serious Case Reviews have been over dominant; however processes are now in much better shape.

Resources will be a consideration if the merger of SAB and LSCB goes ahead, although it is not currently an issue.

Andrew Flack commented on communication and that there were good links in the established website however, overall there is not a strong external profile. There is scope for the LSCB to put a stronger profile into services and the community.

In Conclusion:-

- Good foundations are in place.
- The Board now needs to decide which direction to go in and not get distracted from the main business.
- The Chairing issue means a quick decision is needed.

These recommendations should help the LSCB to move forward.

On behalf of the Board members Mary Robertson thanked Andrew Flack for his Report and feedback.

Questions were invited:-

- Dr Sethi asked if a rethink of SCR process, action plans and recommendations was required.

Andrew confirmed that feedback had been that the process was cumbersome, but the Board should build on existing procedures linked to Munro.

Carole Chambers commented that it was a good opportunity to reflect on the process after disaggregation, and agreed that key issues must be taken forward with a need to decide how this will happen and what are we going to do differently.

Jackie Ardley commented that the Adult Board had met this morning and a green light had been given for the merger. The Board must agree how to move forward and not get distracted.

Peter Jackson commented that this was a good time to take stock and decide what to do next. Members must consider what the Board is here to deliver and how it is doing that. He commented on the learning from SCRs and the extra dimension relating to the evidence achieved as well as the processes.

Walter McCulloch raised the issue of the two papers to be considered later on the agenda which could impact on the immediate future of the LSCB and also that of the SAB & LSCB
Mary Robertson agreed to bring those items forward.

Gareth Williams suggested that a workshop be developed to address the process and core business issues raised in this report, having taken time to reflect on what we need to do for children first.

Mary Robertson clarified this to be an independently facilitated workshop focussing specifically on the LSCB and the merger of the Business Office would go ahead.

Sue Disley commented that the SAB were keen to avoid any delay in the merger due late June.

Gareth voiced concerns that the focus on children should be considered separately and first before the merger.

Peter Jackson commented that the change in office facilities will not change the agenda of the Boards.

Andrew Flack reflected on the discussion and emphasised that the Board should not lose the focus on children. Decisions have been made already about merging SAB & LSCB but members must ensure they get it right for children.

Andrew Flack asked to remain in the meeting for the discussions on Agenda Items 6 and 10. Mary Robertson agreed.

5. LSCB / SAB Office Merger Progress Report
and **And**
6. Merger of the SAB & LSCB - SEG Sub Groups

Chris Tew, Sue North, Jane Phillips and Chrissie Stallibrass left the meeting.

The following minutes were provided by Lauren Haslam

Chris Nerini presented a report updating the Board on progress in relation to the amalgamation of the LSCB and SAB Business Offices. The Board discussed the need to exercise some caution in relation to the progress of this in light of the report of Andrew Flack on the review of the LSCB and in particular the need to ensure that care is taken to avoid matters relating to the merger of structures resulting in a distraction from the main Board objectives.

The Board considered the counter-argument that the LSCB and SAB had previously both given a commitment to the decision to proceed with the amalgamation of the Business Office and that progress had been made in relation to this including the commencement of consultation with the staff affected.

Gareth Williams suggested facilitating a one day event to consider:-

- Issues raised by Andrew Flack in his report in relation to the LSCB moving forward.

- Work around the next steps in the amalgamation of the two Boards

Recognising that these should be split sessions to ensure each is given proper consideration and to ensure minimum distraction to the main purpose of the Board.

Meanwhile the Board noted the work in hand regarding the merger of the Business Office functions and agreed that the HR Action Plan to facilitate this should be carried out.

The Board will require further reassurance about how the budget shall be used to support the joint Business Unit, and a clear description about the line of accountability for staff who work within the unit

Chris Tew, Sue North, Jane Phillips and Chrissie Stallibrass re-joined the meeting.

7. CDOP Review Update

Lisa Hydes left the meeting

Adrian Spanswick presented his paper to the Board. The Review had been discussed at CDOP earlier this month.

It was agreed that the final report, due by 22nd June 2011, should be presented to the Executives in the first instance but the Board will need to discharge it's responsibilities in this key service.

Walter McCulloch voiced a concern that, as budget is the key issue; we are already at end of first quarter of financial year.

Pamela Palmer stated that we must work closely with Leicester City to ensure a consistent purpose, and agreed vision. Mary confirmed that regular discussions took place between the two chairs and a proposal to a hold a joint executive meeting needs to be progressed.

Action:

All agreed that Leicestershire & Rutland should initiate a Joint Executive meeting with the City at least on an annual basis.

Thanks were given to Adrian Spanswick for the report.

Recommendations Agreed:

- The Board noted the contents of the report and support the proposed directions outlined.

- The financial implications will need to be considered in the final report by both LSCB's.

Adrian Spanswick left the meeting

8. **SCR Sub Group Update Report**

Lisa Hydes re-joined the meeting.

Walter updated the members of the progress of the SCRs and raised the issue of methods for the dissemination of learning. He advised that Jane Phillips had been progressing the Safeguarding Babies theme on behalf of the Board.

Recommendation Agreed:

- The contents of the report were agreed

9. **New Business Plan 2011 - 2012**

Chris Tew presented the Business Plan for approval and asked if there were any changes to be made.

Mary Robertson asked that this be linked to Andrew Flack's report, and thanked Chris Tew for his work in producing the Business Plan.

Recommendation Agreed:

- The Business Plan was approved, subject to being linked to Andrew Flack's report

Chris Tew

10. **Voluntary and Community Sector (VCS) Update Report.**

Wendy Brickett presented her report which gave a voice to the Voluntary Sector groups. She reported a productive year working with the two Boards, with many challenges due to this diverse sector.

There have been many benefits of having the group, and key achievements had been identified. Wendy Brickett commented that producing the report has allowed a good reflection of these achievements, which included:-

- Jan – April 2011 - 4211 hits on the website. Safeguarding children is one of the busiest sites.
 - 263 organisations involved in training. 66% reported workers have been trained.
 - First Aid, Safeguarding & CAF identified as the most desired training.
 - Delivery of evening and weekend training was welcomed, as was Level 1 training.
- 'A' Grade achieved in the recent inspection of a Loughborough site – highest grade awarded.

Recommendations Agreed:

- There is continued representation from the VCS Reference Group on the LSCB and sub-groups
- Membership of the LSCB manager on the VCS Reference Group is supported and retained
- The VCS Reference Group provide an Annual Report to the LSCB advising of progress, key achievements and challenges during the 12-month period.

Jackie Ardley asked that we commend the organisation for the impressive results. All agreed.

11. Joint Charring Arrangements LSCB & SAB

This item was deferred until 14th July LSCB & SAB Discussion Day.

12. CSE Update for Information

Peter Jackson presented the report to the Board members and confirmed that the project is now in its final year, has made significant progress, and is on track to achieve its objectives by March 2012.

The appendices which had been presented to the Executives had not been distributed with the papers for Board members and this would be rectified.

Action: LSCB Business office to distribute the appendices separately.

**LSCB Business
Office**

13. LSCB Budget Report 2010 -2011

Chris Tew presented the Budget Report.

Pamela asked about how attendees for training from the City were calculated where health representatives covered both areas. Sue North responded that those members were offered the choice of attending training from either programme.

Congratulations were given to the Business Office team for handling the budget so well.

Recommendation Agreed:

The Board noted the contents of the report

14. Update on Training , Learning and Development Strategy

Pamela Palmer presented her report to update the Board on progress made against the previously agreed Training, Learning and Development Strategy; and commented that we are not currently on schedule to reach the deadline in September, given that Leicester SCB has been unable to meet the timescales

Pamela Palmer asked the Board to approve a preferred method of travel from Sept to early 2012.

Members discussed how to get back on track and make it happen by September.

Walter McCulloch stated that it was clear that a strategic lead within workforce development was needed with a clear definition of what is wanted. It is the agencies CEOs who need to get key players involved.

Pamela Palmer confirmed that there will be some training taking place e.g. conference, CAF and other agency training (Level 3) However there will be no formal LSCB multi agency training until the new arrangements are in place.

The members agreed that a strong message needs to go out to agencies that this is how it must work. There are no 'what ifs'.

Recommendations Agreed:

- The Board members noted the progress and current position
- Acknowledged the potential risks relating to period commencing September 2011

- Identified the following preference for contingency plan:-
 - b) Member agencies of the boards continue to deliver existing training packages and agree to offer places to other board member agencies
 - c) The planned conferences and any additional sessions relating to findings from SCRs etc constitute the interim training period.

15. National and Local Changes

Chris Tew presented the local and National changes, although no analysis has been included of the recommendations from the recent Munro report.

Recommendation Agreed:

The content of the report was noted.

16. A.O.B.

Carole Chambers informed the members that Rutland had just had a 2nd unannounced inspection from Ofsted last week. There is no result to notify of at this time. This matter needs to be included on the next LSCB agenda

Walter McCulloch thanked Mary Robertson for her assistance as Chair in the last year and confirmed this was her last meeting.

The meeting closed at 4.00 pm

17. Date of next meeting

Wednesday 20th July 3.00 - 5.00pm Anglian Bird Centre, Rutland

Future Meeting Dates in 2011

Wednesday afternoons:-

21 September	2.00-4.00pm	Sparkenhoe Committee Room, County Hall
16 November	3.00-5.00pm	Anglian Bird Centre, Rutland